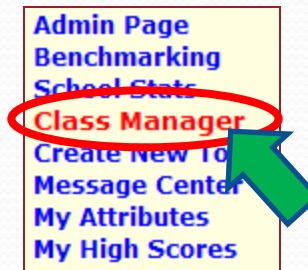


Class Manager

- Group your students into “classes” so you can read reports more easily and create a class page.
 - Go to Class Manager.
 - Enter a title.
 - Click Next.



Add New Class

Enter the title for your new class:

Class Manager

Admin Page
Benchmarking
School Stats
Class Manager
Create New Topic
Message Center
My Attributes
My High Scores

- Change class preferences (if allowed by Admin.)
 - Affect games, remedial topics, timer visibility, scratchpad and highlighter availability.

Override School Preferences ▾

Class Preferences	
Games ? On ▾	Remedial Topics ? On ▾
Practice Session Options ?	
Timer Visible: Yes ▾	Scratchpad (📝): No ▾
Highlighters (🖍️🖍️🖍️🖍️🖍️): No ▾	

NEW!

- To select students:
 - Click the red arrow to see students in the desired grade.
 - Check your students.
 - Save.

Save Back to Class Manager














Students Selected: 3






▶ Kindergarten
▶ 1st Grade
▶ 2nd Grade
▼ 3rd Grade
<input type="checkbox"/> Select All
<input type="checkbox"/> Password@witty
<input checked="" type="checkbox"/> Barton, Andy (Andy.Barton@witty)
<input type="checkbox"/> Cat, Black (Black.Cat@Witty)
<input type="checkbox"/> Doe, John (John.Doe@Witty)
<input type="checkbox"/> Dog, Hot (Hot.Dog@Witty)

Class Manager


- When you return to Class Manager you can see a list of your classes.

NEW!

My Classes		View Class Roster	LiveView
Class Title	Class Page	Actions	
1.Ms. Witty's Math Class			  
2.Ms. Witty's Reading Class			  
3.Ms. Witty's Science Class			  

- You can Edit  , Create Class Page and Assignments  , schedule Parent Notifications  , or Remove Class  .
- You can enter Live View to monitor real-time student activity.
- You can also see if a class page is “Active”  .
 - “Active” means students can see the class page.
 - You must post an assignment, note, schedule, or link before you can activate a class page.

Class Manager

- To create a Class Page:
 - Click 
 - Add an Assignment, Note, Schedule, or Link.

Class Properties

Class Page & Assignments

Class Title:

Ms. Witty's Math Class

Class Page Activated:

No

When the class page is **activated**, students in the class will be able to view the class page.

Class Page Header:

Ms. Witty's Math Class

Update

Header

Back To Class Manager

Class Assignments

No Active Class Assignments.

Add Assignment

Student Assignments

No Active Student Assignments.

Add Assignment

Class Notes

No Class Notes

Add Note

Class Schedule

No Class Events

Add Schedule



Class Links

No Class Links

Add Link



Class Manager

- Students can work on anything in Study Island, or you can post a specific assignment.
- To create an assignment:
 - Click **Add Assignment**
 - Select an assignment type.
 1. Practice and Instruction
 - Assign Study Island topics.
 2. Writing Assignment 
 - Assign writing prompts.
 3. Custom Assessment 
 - Assign Study Island questions.

Choose Assignment Type

Practice & Instruction Assignment

When creating a Practice & Instruction Assignment, you will select a Study Island topic (or topics) to assign to a class (or group of students). Students must earn a blue ribbon 🏆 for the assigned topic(s) by the due date and time in order to complete the assignment.

Create Practice & Instruction Assignment

Writing Assignment

When creating a writing assignment, you will select a writing prompt or create your own to assign to a student (or group of students).

Create Writing Assignment

Custom Assessment

When creating a Custom Assessment Assignment, you will build your own custom test using items from a separate item bank (items not used in practice and instruction topics). You will select a class (or group of students) to assign the test to and select a due date. You will then select each question to be included in the assessment.

Create Custom Assessment



Class Manager

- To create a Practice and Instruction assignment:

- Click **Create Practice & Instruction Assignment**

- Select a due date.
- Insert a title.
- Add additional info.
- Decide if you want to override school preferences.
- Set calculator preferences.

Assignment Information

Assigned: Dec 29 09 Due: Dec 29 09 at End Of Day

Assignment Title (*required):
Place Value 3rd Gd

Additional Information (optional):
Read chapter 4 before completing.

There are 3000 characters remaining for additional information.

Use School Preferences
(Sets the games preferences, etc. for this assignment.)

Additional Assignment Preferences

Enable Standard Calculator () No

Enable Scientific Calculator () No

Assignment Preferences


Games ? On

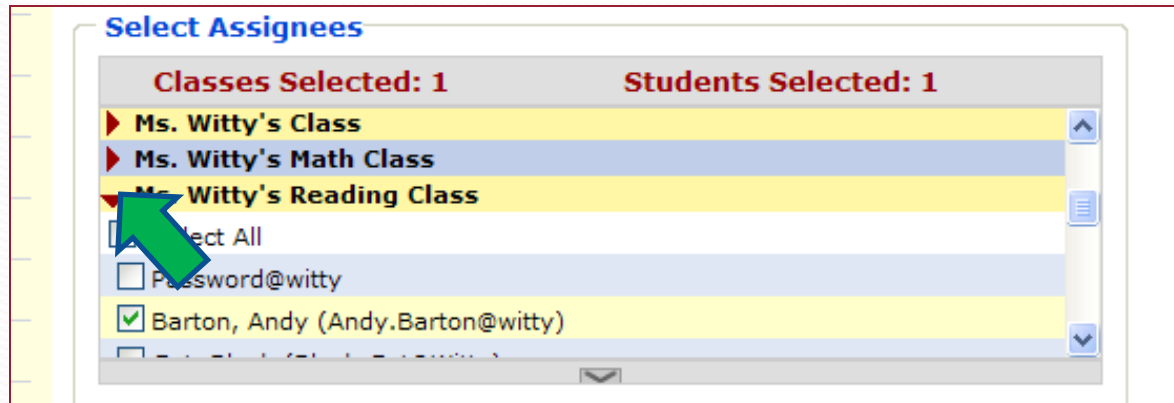
Remedial Topics ? On

Practice Session Options ?

Timer Visible: Yes Scratchpad (): No Highlighters (): No

Class Manager

- To create an assignment(cont.):
 - Click the red arrow  next to a class.
 - Check “Select All” or select specific students.



Class Manager

- To create an assignment(cont.):
 - Select which topics you want to assign.
 - Select a Grade.
 - Select a Subject.
 - Click “Get Topic List”.

Select Topics (*required)

Topics Selected: 0

3rd Grade

Math

Get Topic List

Select Topics (*required)

Topics Selected: 1

Program: 3rd Grade

Subject: Math

Change Subject





Title	Passing Goal	Items:Score	View
Math			
1. <input type="checkbox"/> Pretest - Math	10 : N.A.		
2. Number, Operations, & Problem Solving (TAKS OBJ. 1,6)			
a. <input checked="" type="checkbox"/> Place Value	20 : 80%		
b. <input type="checkbox"/> Compare & Order Numbers	10 : 70%		
c. <input type="checkbox"/> Fractional Parts of Objects	10 : 75%		



Class Manager

- To help you decide which topics to assign, you can:













- View the Standard Map. 
- See the Passing Goal. 20 : 80%
- View the Lesson. 
- Preview Questions. 
- View the Standard. 

Select Topics (*required)

Topics Selected: 1

Program: 3rd Grade
Subject: Math [Change Subject](#)

Title	Passing Goal Items:Score	View
Math		
1. <input type="checkbox"/> Pretest - Math	10 : N.A.	
2. Number, Operations, & Problem Solving (TAKS OBJ. 1,6)		
a. <input checked="" type="checkbox"/> Place Value	20 : 80%	  
b. <input type="checkbox"/> Compare & Order Numbers	10 : 70%	  
c. <input type="checkbox"/> Fractional Parts of Objects	10 : 75%	  

- If you are ready for students to see the assignment- “Activate”.
 - You can create assignments and leave them deactivated until you want students to work on them.
- Click “Save Assignment”.













Activate and Save Assignment






DEACTIVATED 

Save Assignment Cancel

Class Manager

- After you **Save Assignment**, you can see a list of assignments.

Class Assignments			Add Assignment
Active - Assigned to One or More Classes			
Type	Date Due	Title	Actions
	07/27/2009 End of Day	Place Value- 3rd Gd 	   
Inactive - Not Assigned to Any Classes			
Type	Date Due	Title	Actions
	08/15/2009 End of Day	Compare and Order Numbers- 3rd Gd 	   



- You can:
 - Activate  /Deactivate  Assignments.
 - View student results. 
 - Edit the assignment. 
 - Remove the assignment. 



Class Manager

NEW!

Creating a Writing Assignment or Custom Assignment works similarly.

- For additional assistance:
 - Visit the HELP tab for tutorials. 
 - Contact Customer Support at 800.419.3191 x3
 - Attend a webinar found at  www.studyisland.com/webinars/training.

Choose Assignment Type

Practice & Instruction Assignment

When creating a Practice & Instruction Assignment, you will select a Study Island topic (or topics) to assign to a class (or group of students). Students must earn a blue ribbon 🏆 for the assigned topic(s) by the due date and time in order to complete the assignment.

Create Practice & Instruction Assignment

Writing Assignment 🏆

When creating a writing assignment, you will select a writing prompt or create your own to assign to a student (or group of students).

Create Writing Assignment

Custom Assessment 🏆

When creating a Custom Assessment Assignment, you will build your own custom test using items from a separate item bank (items not used in practice and instruction topics). You will select a class (or group of students) to assign the test to and select a due date. You will then select each question to be included in the assessment.

Create Custom Assessment




Class Manager

- IMPORTANT! If this is your first time creating an assignment, you need to activate your class page.

Class Properties

Class Page & Assignments

Class Title: **Ms. Witty's Math Class**

Class Page Activated: **No**  When the class page is **activated**, students in the class will be able to view the class page.

Class Page Header:






Update Header

Back To Class Manager

Class Assignments


Add Assignment

Active - Assigned to One or More Classes

Type	Date Due	Title	Actions
	07/27/2009 End of Day	Place Value- 3rd Gd	   

Class Manager

- If you activated your class page, students see your assignment when they log in.

**STUDY ISLAND**


Mon 07/27/2009 - My Class

HELP | CONTACT | LOG OUT

[Message Center](#)
[My Attributes](#)
[My High Scores](#)
[My Class](#)

[My Class > Ms. Witty's Math Class](#)

Ms. Witty's Math Class

Teacher: Marcia.Grissom@witty - 

TX Programs

[3rd Grade](#)

[Spanish 3rd](#)

US Programs

[The Timbertoes](#)

Class Assignments

<u>Date Due</u>	<u>Assignment Title</u>	<u>Status</u>
Mon, Jul 27, 2009 (end of day)	Place Value- 3rd Gd	Incomplete: 0 out of 3 topic(s) passed

- Students can select your assignment or a Program.

